

[illegible]

AKO – This tool authenticates with AKO.

APPLICATION SHARING – The ability to share your screen with other users.

ARMY APPROVED SOFTWARE LIST – Has this tool been accredited by the Army? If so, it exists on the ARMY APPROVED SOFTWARE LIST.

AUTOMATIC ENROLLMENT – Allows a user to automatically use the tool, enroll in a class or attend a meeting.

AUDIO QUALITY – If this tool provides audio capabilities, rate the quality of the tools audio from 1 thru 10 with 10 meaning best quality.

BLOGS – the ability to have and store online discussions.

BROWSER – Is the tool accessible from any location via web services?

CENTRALIZED – Tool is located at the Army Learning center?

CERTIFICATE OF COMPLETION ISSUED – If this is a learning management tool, does it automatically issue a certificate of completion?

CHAT HISTORY - A transcript of a chat session.

CLIENT SOFTWARE REQUIRED – Is software or browser plug-in required to be installed on the client pc before the client can use the tool?

COLLABORATION – tool provides a software environment that support group-generated projects, products, case studies, and other kinds of academic deliverables. (not the standard "threaded topic" discussion formats of e-mail and message-based conferencing systems).

CONTENT MANAGEMENT – A system or the capability to manage and track the location of, and relationships among, a firm's content at an element level in a repository. High-end content management systems apply workflows, and enable the use and reuse of content and content collections. Content management systems can manage entire binary files (documents), components of files, or XML/SGML data. Is this tool have a content management capability?

DECENTRALIZED – An organizational structure in which decision-making authority is located not at the center but at the nodes.

DRAWING AND ANNOTATION TOOLS - In the course of presenting a document or a Web page to your colleagues, you might need to underscore certain points or note ideas generated during the discussion. Does this tool provide annotation tools — such as pencils, pens, and virtual sticky notes?

EVALUATIONS - tool that rates student and teacher performance.

FILE SHARING – the ability to share files with other or multiple users.and analysis and create reports.

FOREIGN LANGUAGE CAPABLE – with today's cultural diversity within nations, users want "foreign language-capable" applications that let them mix writing systems and use familiar regional formatting conventions.

GRADEBOOK - Enables visibility into individual student responses on assessments and aggregate statistics of student responses to assessment question items.

INSTANT MESSAGING: The ability for two users to communicate over the Internet via this tool.

J2EE - programming platform for developing and running distributed multi-tier architecture applications, based largely on modular components running on an application server. The J2EE platform is defined by a specification. J2EE is also considered informally to be a language or standard because providers must agree to certain conformance requirements in order to declare their products as J2EE compliant; albeit with no ISO or ECMA standard. platform that manages the infrastructure and supports the Web services to enable development of secure, robust and interoperable business applications.

OFFICE INTEGRATION – Does this tool provide seamless integration with Microsoft Office thereby making it simple for users to access data, perform queries and analysis and create reports.

INVITATION FEATURES - Built-in invitation features make it easy to invite colleagues, co-workers, and business partners to subscribe to, or collaborate on relevant topics. Many tools provide features that interface with Microsoft's Outlook email application.

LEARNING MANAGEMENT - takes learning content and organizes it in a standard way, as a course divided into modules and lessons, supported with quizzes, tests and discussions.

MULTIPLE CONTENT FORMATS – does the tool allow you to provide multiple content formats (text, images, sound, audio, animations, graphs, etc.), which allows for students to find material based on their preferred learning style.

MULTIPLE HOSTS – tool allows multiple users, instructors etc., to control a session.

MULTIPLE PRESENTERS – tool allows multiple presenters to display content during a session.

POCKET CASTING - live video broadcast solution from a mobile device to a global audience.

POD CASTING - media file which is distributed over the Internet using syndication feeds, for playback on portable media players and personal computers. A podcast is distinguished from other digital audio formats by its ability to be downloaded automatically.

POWERPOINT PRESENTATION – the ability to show a powerpoint presentation and the features of the presentation such as automatically switching slides, etc.

RECORDING OF SESSIONS – the ability to record a computer session to a file.

RSS - a format for delivering regularly changing web content. Establishing someone's RSS on your web site or other tool allows you to easily stay informed by retrieving the latest content from the sites you are interested in. You save time by not needing to visit each site individually.

SCREEN CAPTURES - select anything on your screen – an area, image, article, Web page, or error message – and capture it. Then, save the screen capture to a file, share it by e-mail, or drop it into PowerPoint®, Word®, or another favorite application.

SCREEN SHARING - ability to transmit the contents of your computer screen to one or more remotely connected Internet users.

SECURITY - secure computing platform, designed so that agents (users or programs) can only perform actions that have been allowed. This involves specifying and implementing a security policy. The actions in question can be reduced to operations of access, modification and deletion.

SHARED STORAGE – A central location for storing data files.

SPELLCHECK - a design feature designed to verify the spelling of words in a document, helping a user to ensure correct spelling.

SSO - Users sign onto a site only once and are given access to one or more applications in a single domain or across multiple domains.

SURVEYS - Systematic means of collecting data from a group of people.

TELECONFERENCING - allows people to conduct conversations with people in different parts of the country or the world using a computer, a telephone and a video camera.

TEXT CHAT - Two or more individuals connected to Internet have real-time text-based conversations by typing messages into their computer. Groups gather to chat about various subjects. As you type, everything you type is displayed to the other members of the chat group.

TIMESTAMPS - A record of the date and time of data entry.

VIDEO CONFERENCING – Using a computer, video camera, and network such as the Internet, to conduct a live conference between two or more people. Video conferencing is an extremely useful method of communication because it saves people the time and expense of travel and can often accomplish many of the things a physical meeting can. A two-person videoconference is known as point-to-point, while more than two people involved in a session is a multipoint conference.

VIRTUAL CLASSROOM – An electronic classroom consisting of off-site students (who could be in several locations), where instruction involves the synchronous or asynchronous use of electronic learning tools such as videoconferencing, online classrooms, whiteboards, chat rooms, document cameras, and so forth.

VOIP - technology that allows for carrier grade voice communication to occur over a broadband connection.

WEBCASTS - (Internet Broadcasting) Is the process of capturing, encoding, hosting and delivering multimedia events, such as training, infomercials, concerts, meetings, or conferences, usually from a remote location, for Internet broadcast on a one-time or limited basis. Live events usually require establishing an Internet connection and/or links for streaming over the Internet. Events can also be archived for viewing on demand.

VXML - Short for *Voice Extensible Markup Language*. VXML, or *VoiceXML*, technology allows a user to interact with the Internet through voice-recognition technology. Instead of a traditional browser that relies on a combination of HTML and keyboard and mouse, VXML relies on a voice browser and/or the telephone. Using VXML, the user interacts with voice browser by listening to audio output that is either pre-recorded or computer-synthesized and submitting audio input through the user's natural speaking voice or through a keypad, such as a telephone.